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**Minutes of Meeting, Board of Trustees, 10 December 2013**

**Present:** Heather Leavell, Dan Johnson, Geri Tremblay, Tracy Skahan, Jackie Bates, Ellen Aamodt, Sarah Burks, Aimee Taberner

**Others:** Chuck Luca, Laura Roberts, James McGough, Terry Shaoul

The meeting was called to order by Heather Leavell at 7:15. It was agreed that the agenda items would be compressed to allow sufficient time for a review of the draft strategic plan.

**Minutes of Meeting, 12 November 2013**

The minutes were reviewed and adjusted as required. Sarah Burks proposed the minutes be approved as corrected. Gerry Tremblay seconded the motion. The minutes were approved unanimously.

**Treasurer's Report**

The Trustees reviewed the deposits and expenditures. Heather Leavell moved that the report be received, seconded by Jackie Bates. The motion was approved unanimously.

**Volunteer Report**

The total number of visitors year-to-date as of the meeting stood at 1163. Sarah Burks moved to accept the report, seconded by Aimee Taberner, and accepted unanimously.

**Other Business**

The Arlington news (ACMI.com) featured an article in the 6 December edition on the Praying Knight unveiling held on 20 November 2013.. James McGough plans to write an article on this for the Journal "Growing Up" in North Cambridge.

Aimee Taberner submitted a reimbursement claim for the layout of the cover for the upcoming publication on Arlington and noted that additional expenses would be coming for the first printing of the publication. The Trustees agreed to recommend reimbursement for \$200.

The meeting welcomed Laura Roberts, the consultant, who reviewed the draft strategic plan with the Trustees. As a next step, the board should establish priorities for the different elements in the plan.

The meeting adjourned at 9:30 p.m.

There were no other action items noted for the next meeting.

Ellen Aamodt, Recording Secretary